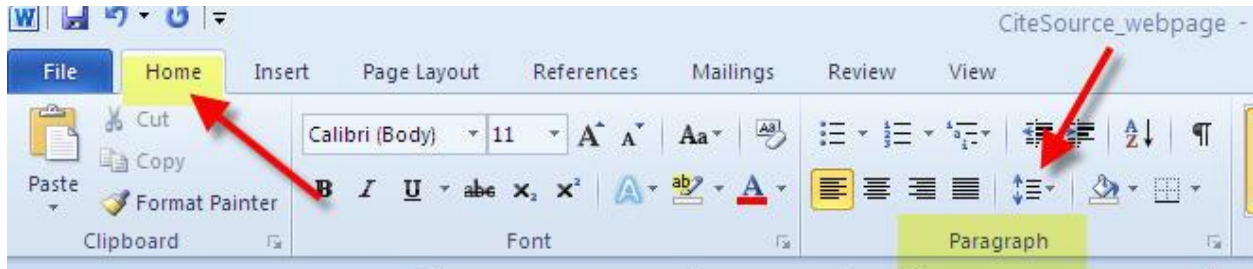
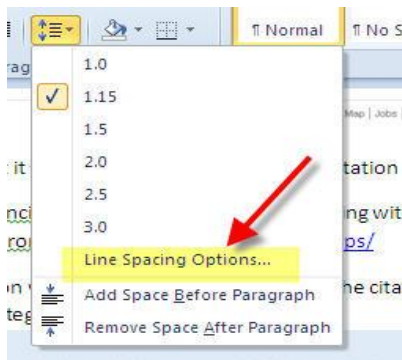


# HOW TO MAKE A HANGING INDENT

Make sure you create the reference with a hanging indent. **Highlight the citation**, go to the *Home* tab, click on the **line spacing icon** in the *Paragraph* category



Choose line spacing options



In *Indentation* choose **hanging**. In *Spacing* choose **10 pt after** and **single line spacing**. Click **OK**

